

## *Request for Tenancy Procedure*

- 1- Have Landlord complete the Request for Tenancy.
- 2- Sign all sections that require your signature and ensure Landlord has signed ( if not completed you will need to do so before and inspection can be done).
- 3- Call your Housing Specialist to schedule to return the RTA to the office and schedule an inspection.
- 4- Housing Specialist will schedule inspection. You or the Landlord will need to be at the Apt. that day between 9 a.m. and 4 p.m.
- 5- Once the inspection has Passed (Housing Specialist will not know until the next day), We will call you regarding the move in date.
- 6- Lease and Contracts will be typed and you and the landlord will need to sign before payment is released.



### LANDLORD LISTING

515 Monmouth Street; Suite 302  
P.O. Box 424  
Newport, KY 41072

Phone: (859) 261-5200  
Fax: (859) 261-0577

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CAMPBELL  
COUNTY  
DEPARTMENT OF  
HOUSING



**Tel: (859) 261-5200**

## ***Tenant information***

The enclosed listing is of landlords who have given Campbell County Department of Housing permission to provide perspective tenants with their name and phone numbers. There are other landlords who post current available units at the office. Feel free to come in during office hours to look at the bulletin board for available units.

All landlords are allowed to complete their own application process and screen perspective tenants as they see necessary. We can only provide them with rental history that is contained in your Section 8 file.

Landlords usually collect a security deposit or damage deposit. You may want to ask about this deposit and any payment arrangement that they may be agreeable to enter with you.

You may also look in the Newspaper for apartments or houses. Some landlords will agree to rent on Section 8.

### **NAME**

### **PHONE**

Walter Atkins ( Eric Englehard)

448-0052

Gary Barlow  
Bluegrass Properties

441-2501  
441-2188

Bret Cade  
Carl Carrier  
Yvonne Chaney  
Chateau Ridge Apartments

462-6789  
781-7140  
474-0102  
781-0990

Dayton Pike Apts.  
Dayton Square Apts  
Dayton Towne Properties

781-0990  
261-7624  
793-7948

Hawks Point  
Inverness Apts.

781-0990  
781-3660

J.L.M. Properties  
J.N.S. Properties  
Jolly Properties  
Dennis Jones

341-5567  
684-4901  
781-7500  
(513)563-9570

KHS Inc.  
Eugene Kidwell  
Todd Kramer

650-6100  
261-4452  
635-4656

Jeff Laycock  
Bettie Lyons  
Meadowbrook Apts.  
Meyer Property  
RC Lands

441-4808  
635-7718  
781-3232  
581-3031  
956-9566

Leo Redman

491-2540

Glen Royal

781-8550

Gary Schwalbach

441-6690

Kevin Spaulding

635-3718

Dave Simpson

781-3928

Steve Trapp

635-1191

Richard or Joan Trauth

635-9475

Vista Pointe Apts.

431-8900

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